

**Willmar Community Ed & Recreation  
Joint Powers Board  
December 4, 2016**

**Members Present:** Eric Banks, Dave Baumgart, Scott Guptil, Audrey Nelsen, Pablo Obregon, Rachel Skretvedt, Darin Strand

**Staff Present:** Steve Brisendine, Casey Hagert, Ryan Harper, Tammy Rudningen, Becky Sorenson, Jena Tollefson, Pam Vruwink, Jodi Wambeke

**Guest Present:** Tony LaPatka

Chairman Eric Banks called the meeting to order and introduced Tony LaPatka from the Willmar Curling Club who presented the Club's request for approval of a liquor license for the upcoming Curling events. The first event is the Junior National Event that will have 20 teams and around 80 people participating in the Jan. 16-23 Tournament. There will also be a Valentine's Bonspiel in February and a Novice Bonspiel March 12-14. Eric Banks asked if the Board needed to make three separate recommendations or if one for all three tournaments was all right. Steve Brisendine stated that one for all three would be okay. It was clarified that the liquor was kept on the second floor and not allowed to be taken into the public areas. Dave Baumgart made a motion to approve the request for the Curling Club to serve liquor at their upcoming tournaments. Darin Strand seconded and the motion carried.

Steve Brisendine stated that the City Council would be approving the 2016 budget and that \$706,000 is allocated for park development. What is not decided is what the money will be spent on. The board should review the park plan and start creating a recommendation for the City Council to act upon early in 2016. That would allow for any debate to take place while allowing for engineering work and ultimately construction to take place in 2016.

Steve said he had met with a representative of Musco Lighting Company who checked out the lights at Baker and North Swansson. Baker and Orange should have a 50 candle power rating in the infield and 30 in the outfield with the standard of 70/50 CP ratings recommended.

**Cost for new lighting:**

Baker 50 and 30 candle power	\$235,000
Baker 70 and 50 candle power	\$318,000
Orange 70 and 50 candle power	\$327,000
Softball fields	
30 and 20 candle power	\$108,000 per field
50 and 30 candle power	\$158,000 per field
Install on Blue	\$144,000-\$187,000

**Willmar Community Ed & Recreation  
Joint Powers Board  
December 4, 2016, Page 2**

If we contract for a five year lease to own, the yearly cost would be \$54,000 for Baker, \$56,000 for Orange and \$30,000 to \$40,000 per softball field. There would be a 25 year warranty if we don't use existing poles. The lease would start when the lights are installed. If we used current poles the price of the install goes down as does the lease to 10 years.

The Capital Improvement Plan was handed out for review. The board will review the 5 year capital improvement plan and make recommendations to the City Council on the projects to be completed in 2016.

Rachel Skretvedt asked about Baker, if the Stingers and the College are the only lessees of the field. Steve replied that they are the main users but other groups use the field as well.

Rachel also talked about lighting. She does not feel we can purchase lighting outright because there would be very little remaining for park upgrades. From her perspective the best decision would be to do a lease to own.

Rachel advocates spending the \$700,000 in one location (Rice Park) as a showcase to the public. Eric Banks agreed, saying he had spoken to many people who want one park completed instead of trying to do smaller projects in many of the 37 parks. Pablo Obregon asked about the \$700,000 and why we don't know for sure what the money will be spent on. When the council last discussed this portion of the budget there was not consensus on the use of those dollars and that will need to be gathered in early 2016.

**Program Reports:** Casey Hagert spoke first about summer programs. He mentioned that baseball numbers have come down a bit. Darin Strand asked Dave Baumgart if he had any ideas why that is. Dave responded that he felt traveling has taken some kids away from Rec baseball. Traveling is not really an option for softball, except for tournament teams thus why the numbers of participants in softball have remained steady.

Darin Strand said he thought it was great that we have opportunities through grade 9. Audrey Nelsen asked if we had no grade 7 and 8 girls registered for softball. Casey stated that we did but they had been moved into the 16U group to field a team that was representative of the registrants.

Casey stated that all sports are on a break even basis, except for T-Ball which requires many more staff for the number of kids registered. Darin Strand said that it is very important to have staff who are eager to teach the sport. Casey responded that he feels that the best way to improve our programs is to have a great staff. Darin asked if we had parent involvement. Casey said the teams have volunteer parent coaches. Rachel Skretvedt expressed her gratitude to Darin Strand for his great coaching in the hockey program.

**Willmar Community Ed & Recreation**  
**Joint Powers Board**  
**December 4, 2016, Page 3**

Eric Banks asked if fees cover the cost of our programs. Steve Brisendine replied that, generally, yes unless there are additional expenses such as bussing, etc. that might increase program costs.

Darin Strand asked everyone to keep their ears to the ground and bring new program ideas to everyone's attention.

Scott Guptil asked about broadband at the Arena. Steve stated the project has been completed.

It was mentioned that the parking lot lines at the Arena are a mess. Steve said that is typically an annual or every other year project and would be corrected.

Steve announced that today was Eric Banks' last meeting after serving for six years. Steve thanked Eric for his service.

Jena Tollefson gave a PowerPoint presentation about Cardinal Place. Cardinal Place has been in existence since the early 70's. We have two locations: Kennedy and Roosevelt which are open from 6:30 am to 6 pm. Kennedy has a dedicated space for Cardinal Place while Roosevelt doesn't. Kennedy has a school enrollment of 878 with 133 in Cardinal Place. There are 998 students in Roosevelt with 154 in Cardinal Place which works out to 15% attendance at either Cardinal Place.

Studies show that crimes triple between 3 and 6 pm. There is a 50% reduction in petty crimes, drug use in those kids enrolled in after school programs.

Cardinal Place's mission is to provide a safe, caring and fun environment. The day is broken up into Active Time, Creative Time, Homework Help (with certified staff), Social and Play Time with Field Trips during summer and other break times. Rachel Skretvedt asked if homework help is an extra cost. Jena replied that it was included in the cost.

During the summer, Cardinal Place provides breakfast and a snack. Families provide lunch for their child(ren).

Jena reported that she and Allie have created a more flexible fee schedule, now providing daily options.

Cardinal Place employs 45 staff with 25 working each day.

**Willmar Community Ed & Recreation**  
**Joint Powers Board**  
**December 4, 2016, Page 4**

Jena's role is marketing, program development, scheduling staff, hiring and firing staff, registrations, purchase orders, field trip planning, family contact, open house fairs, voice of Cardinal Place, compliance food safety.

Jena listed the strengths and weaknesses of Cardinal Place

Strengths	Weakness
Staff	Aging equipment
Programming	Behaviors/Student IEP's
Academic Support	Staff Development
Communication	Hiring
Field Trips	Space
Growth	
Flexible Enrollment	

Rachel Skretvedt asked if the new school will have Cardinal Place. Jena stated that yes, hopefully it would be like Kenendy and have a dedicated space to use as a home base.

Pablo Obregon asked if Cardinal Place had any parent involvement. Jena responded that she is hoping to form a council.

Audrey Nelsen asked if staff development is specialized. Jena said that some is specialized.

Tammy Rudningen announced the free concert at the Community Center this Monday, December 7. It will be a holiday theme concert put on by the Barbershop Chorus.

Audrey Nelsen asked about the tour of lights. Tammy reported that two of the Center's volunteers, Ella Mae Dengerud and Larry Hagemeyer coordinate a trip before the concert, hiring a CCT bus and driver to drive around viewing the lights and ending up at the Community Center for a lunch furnished by Ella Mae and Larry. A fee is charged to cover the bus expenses.

As there was no further business, the meeting was adjourned.